

**INDIANA COMMISSION ON  
PROPRIETARY EDUCATION**

**DEGREE APPLICATION**  
*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Brown Mackie College - Fort Wayne

Name of Program Health Care Management

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS

Name of Person Preparing this Form Jean L. Hitchcock

Telephone Number 260-481-4371 **Application Type**

Date the Form was Prepared 03/10/08 ☒ **New** ☐ **Renewal**

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Bachelor of Science in Health Care Management degree program is designed to accommodate the needs and interests of students from a variety of backgrounds. Courses provide a solid foundation for varied healthcare careers. The program also incorporates an externship that offers students real-world experience within healthcare facilities that may include hospitals, nursing homes, ambulatory care facilities, physician practices, and pharmaceutical and medical equipment companies.

Graduates of the program will be able to:

- Apply learning to the functional role of the manager in a healthcare setting
- Analyze trends in healthcare and internal systems to assure they are adequately matched and working together
- Evaluate the effectiveness of healthcare administrative systems and procedures for strategic revision and modification

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: **Bachelor of Science in Health Care Management**

TOTAL COURSE HOURS: 180 Check one: **Quarter Hours** ☒

Semester Hours 

Clock Hours

LENGTH OF PROGRAM: **4 Years** TUITION: **\$208**

<b>Concentration</b>	<b>92 Quarter Credit Hours</b>
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CM 2500	Medical Ethics .....	4
HC 1000	Introduction to Healthcare Services .....	4
HC 1361	Human Diseases .....	4
HC 1400	Managing Healthcare Information .....	4
HCA 2800	Issues in Public Health .....	4
HCA 2180	Healthcare Delivery Systems .....	4
HCA 3180	Health Services Organization and Delivery .....	4
HCA 3250	Ethics and Law for Administrators .....	4
HCA 3300	Economics of Healthcare .....	4
HCA 3500	Healthcare Marketing and Strategy .....	4
HCA 3600	Healthcare Finance .....	4
HCA 3700	Health Information Management Systems .....	4
HCA 4100	Leadership in Healthcare Organizations .....	4
HCA 4150	Strategic Management in Healthcare Organizations .....	4
HCA 4450	Risk Management in Healthcare Settings .....	4
HCA 4850	Case Studies in Health Administration .....	4
HCA 4900	Healthcare Management Externship .....	4
ME 1110	Medical Terminology .....	4
ME 1215	Professionalism & Communication in a Healthcare Setting .....	4
ME 1500	Medical Administrative Practices .....	4
ME 1560	Computerized Diagnostic Coding .....	4
MT 1650	Medical Math and Calculations .....	4
PH 1301	Pharmacy I .....	4

**Core Curriculum****88 Quarter Credit Hours**

BI 1361	Anatomy and Physiology*	4
BI 2100	Elements of Microbiology*	4
CF 1100	Professional Development	4
CM 1200	Effective Public Speaking*	4
EN 1101	Composition I*	4
EN 1102	Composition II*	4
EN 1200	Business Communications	4
EN 2000	Introduction to Literature*	4
EN 3000	World Literature*	4
GV 1150	American Constitutional Law	4
HM 3000	History of Art Through the Middles Ages*	4
HM 3100	History of Art Through Modern Times*	4
MC 1150	Introduction to Microcomputer Applications	4
MC 1211	Spreadsheets I	4
MC 1311	Word Processing I	4
MC 1400	Database Applications	4
MC 1700	Professional Presentation Techniques	4
MT 1800	College Algebra*	4
MT 3000	Statistics and Research*	4
PH 2000	Introduction to Philosophy*	4
PS 1200	Principles of Psychology*	4
SO 1200	Principles of Sociology*	4

**Total quarter credit hours required****180**

\* Indicates a general education course

Number of Credit/Clock Hrs. in Specialty:	<u>124</u>	/	<u>          </u>	Percentage:	<u>69%</u>
Number of Credit/Clock Hrs. in General Courses:	<u>56</u>	/	<u>          </u>	Percentage:	<u>31%</u>

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts:	<u>          </u>	/	<u>          </u>	Percentage:	<u>          </u>
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**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

**a. LOCATION:**

The library is located on the first floor of the College on the north side of the building.

**b. HOURS:**

Monday: 8:00 a.m. to 10:00 p.m.

Tuesday: 8:00 a.m. to 10:00 p.m.

Wednesday: 8:00 a.m. to 10:00 p.m.

Thursday: 8:00 a.m. to 10:00 p.m.

Friday: 8:00 a.m. to 5:00 p.m.

Saturday: 9:00 am – 1:00 pm

Sunday: Closed

**c. STAFF:**

The library consists of two full-time employees and one part-time assistant. The two full time employees hold Master of Library Science (MLS) degrees.

**2. Number of volumes of professional material:**

The College's library has a total of 3,171 titles.

**3. Number of professional periodicals subscribed to:**

Current subscriptions number 26.

**4. Other library facilities in close geographical proximity for student access:**

1. Allen County Public Library: The Allen County Public Library is a public facility located in the heart of Fort Wayne approximately three (3) miles west of the Brown Mackie College - Fort Wayne Campus. The Library has one main campus and nine in-city branches. Four other branches are located in smaller, surrounding communities. All branches are within 12 miles of the Brown Mackie College - Fort Wayne Campus. Allen County residents may obtain a free library card. Non-residents may also obtain a card by paying a fee.

2. Helmke Library: The Helmke Library is a part of the Indiana-Purdue Regional Campus located in Fort Wayne, Indiana. Helmke Library is located approximately one (1) mile from the Brown Mackie College - Fort Wayne Campus. Any Indiana resident may check out two books per subject with a valid ID card.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

**IV. FACULTY:** Attach completed Instructor's Qualification Record for each instructor.  
**\*\* Include** all required documentation pertaining to the qualifications of each instructor.

**Total # of Faculty in the Program:** 19 **Full-time:** 11 **Part-time:** 8

**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Bryant, Robert	Ph.D.	18	3	7		X
Carmona, Melissa	MSN	17	3	0	X	
Cobb, Gary	BS	21	4	15	X	
Deitering, Cindy	MA	19	2	18		X
Flohr, Michael	JD	6	5	0	X	
Gulley, Jeff	JD	17	1	4	X	
Haak, Angela	AS	5	1	0	X	
Hunt, Darren	BA	11	2	9		X
James, Mary Ann	MBA	5	5	2	X	
Kirchner, Dennis	MS	21	3	4	X	
Lucas, Paul	AAS	6	4	0	X	
Miller, Bradley	BS	26	5	0		X
Nicholson, Valerie	MA	28	2	15		X
Petty, Eric	MBA	10	1	0		X
Putnam, Bart	MS	8	3	3	X	
Rehm, Jeff	MBA	18	3	0		X
Weybright, Charlotte	JD	24	10	3	X	
Williamson, Vince	BA	8	7	1		X
Young, Robert	MS	37	5	32	X	

**INDIANA COMMISSION ON  
PROPRIETARY EDUCATION**

**DEGREE APPLICATION**  
*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Brown Mackie College - Michigan City

Name of Program Health Care Administration

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form Diane Didonna

Telephone Number (219) 877-3100 **Application Type**

Date the Form was Prepared April 17, 2008 ☒ **New** ☐ **Renewal**

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

The associate degree of applied science of Health Care Administration prepares the student to understand all the components that are essential to providing management and organizational support in the health care industry. A student will be exposed to various health care systems and will learn multiple aspects of health care administration while simultaneously being trained in the clinical aspects of providing health care to the general population. A graduate will be prepared for entry level administrative positions in hospitals, clinics, health care insurance offices, home health care agencies, public health settings, and any other health care or health care related organization.

A graduate of Brown Mackie College who holds an associate's degree in Health Care Administrative will:

- Understand the continuum of health care services.
- Know the basics of human disease and how those diseases impact the structure of health care.
- Have a working knowledge of the financial management of health care and be able to interpret and present financial data in an administrative setting.
- Perform medical coding and claims processing.
- Thoughtfully consider the complexities of the ethics that face the medical industry.

- Successfully manage health care records.
- Demonstrate knowledge of medical practice laws, including federal, state, and local regulations.
- Monitor cash flow.
- Manage accounts receivables.
- Perform basic computer skills.
- Communicate effectively and therapeutically with clients, co-workers, visitors, and other individuals within a health care setting.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Health Care Administration

TOTAL COURSE HOURS: 96 Check one: **Quarter Hours** ☒

Semester Hours 

Clock Hours ☐

LENGTH OF PROGRAM: **24 months** TUITION: **\$19,968**

**SPECIALTY COURSES:**

[illegible]



**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CF1100	Professional Development	4
MC1150	Introduction to Microcomputer Applications	4
EN1101*	Compositon I	4
EN1102*	Compositon II	4
MT1650	Medical Math	4
PS1200*	Principles of Psychology	4
MC1311	Word Processing I	4
CM1200*	Effective Public Speaking	4
MC1211	Spreadsheets I	4
SO1200*	Principles of Sociology	4
EN1200	Business Communications	4
EN2000*	Introduction to Literature	4

Number of Credit/Clock Hrs. in Specialty:	<u>48</u>	/	<u>        </u>	Percentage:	<u>53%</u>
Number of Credit/Clock Hrs. in General Courses:	<u>24</u>	/	<u>        </u>	Percentage:	<u>51%</u>

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts:	<u>24</u>	/	<u>        </u>	Percentage:	<u>49%</u>
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**III. LIBRARY:** Please provide information pertaining to the library located in your institution.

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

Brown Mackie College is located in Michigan City, IN. Library hours are Monday, Tuesday, and Thursday 8am to 9pm and Wednesday 8am to 12 pm. There is a full time librarian on staff.

**2. Number of volumes of professional material:**

In the Brown Mackie College - Michigan City there are 1966 volumes in addition to 315 videos/DVD's, 425 reference materials, and 128 vertical files.

**3. Number of professional periodicals subscribed to:**

The library currently subscribes to 42 periodicals and 5 newspapers along with Inspire for online periodicals and journals.

**4. Other library facilities in close geographical proximity for student access:**

In close proximity to Brown Mackie College Library, there are other library facilities: Michigan City Public Library, LaPorte County Public Library, Chesterton Public Library, and Valparaiso Public Library. All of these libraries are within a 5 to 20 mile radius.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

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**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

[illegible]

**INDIANA COMMISSION ON  
PROPRIETARY EDUCATION**

**DEGREE APPLICATION**

*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Brown Mackie College - Michigan City

Name of Program Healthcare Management

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS

Name of Person Preparing this Form Diane Didonna

Telephone Number (219) 877-3100 **Application Type**

Date the Form was Prepared April 17, 2008 ☒ **New** ☐ **Renewal**

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

The Bachelor of Science in Healthcare Management degree program is designed to accommodate the needs and interests of students from a variety of backgrounds. Courses provide a solid foundation for varied healthcare careers. The program also incorporates an externship that offers students real-world experience within healthcare facilities that may include hospitals, nursing homes, ambulatory care facilities, physician practices, and pharmaceutical and medical equipment companies.

Graduates of the program will be able to:

- Apply learning to the functional role of the manager in a healthcare setting
- Analyze trends in healthcare and internal systems to assure they are adequately matched and working together
- Evaluate the effectiveness of healthcare administrative systems and procedures for strategic revision and modification

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Healthcare Management

TOTAL COURSE HOURS: 180 Check one: Quarter Hours ☒  
 \_\_\_\_\_ Semester Hours ☐  
 \_\_\_\_\_ Clock Hours ☐

LENGTH OF PROGRAM: 45 months TUITION: \$37,440

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CM2500	Medical Ethics	4
HC1000	Introduction to Healthcare Services	4
HC1361	Human Diseases	4
HC1400	Managing Healthcare Information	4
HCA2800	Issues in Public Health	4
HCA2180	Healthcare Delivery Systems	4
HCA3180	Health Services Organization and Delivery	4
HCA3250	Ethics and Law for Administrators	4
HCA3300	Economics of Healthcare	4
HCA3500	Healthcare Marketing and Strategy	4
HCA3600	Healthcare Finance	4
HCA3700	Health Information Management Systems	4
HCA4100	Leadership in Healthcare Organizations	4
HCA4150	Strategic Management in Healthcare Organizations	4
HCA4450	Risk Management in Healthcare Settings	4
HCA4850	Case Studies in Health Administration	4
HCA4900	Healthcare Management Externship	4
ME1110	Medical Terminology	4
ME1215	Professionalism & Communication in a Healthcare Setting	4

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
ME1500	Medical Administrative Practices	4
ME1560	Computerized Diagnostic Coding	4
MT1650	Medical Math and Calculations	4
PH1301	Pharmacy I	4

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BI1361	Anatomy and Physiology*	4
BI2100	Elements of Microbiology*	4
CF1100	Professional Development	4
CM1200	Effective Public Speaking*	4
EN1101	Composition I*	4
EN1102	Composition II*	4
EN1200	Business Communications	4
EN2000	Introduction to Literature*	4
EN3000	World Literature*	4
GV1150	American Constitutional Law	4
HM3000	History of Art Through the Middle Ages*	4
HM3100	History of Art Through the Modern Ages*	4

Number of Credit/Clock Hrs. in Specialty:	<u>92</u>	/	<u>        </u>	Percentage:	<u>51%</u>
Number of Credit/Clock Hrs. in General Courses:	<u>32</u>	/	<u>        </u>	Percentage:	<u>36%</u>

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts:	<u>56</u>	/	<u>        </u>	Percentage:	<u>64%</u>
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**III. LIBRARY:** Please provide information pertaining to the library located in your institution.

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

Brown Mackie College is located in Michigan City, IN. Library hours are Monday, Tuesday, and Thursday 8am to 9pm and Wednesday 8am to 12 pm. There is a full time librarian on staff.

**2. Number of volumes of professional material:**

In the Brown Mackie College - Michigan City there are 1966 volumes in addition to 315 videos/DVD's, 425 reference materials, and 128 vertical files.

**3. Number of professional periodicals subscribed to:**

The library currently subscribes to 42 periodicals and 5 newspapers along with Inspire for online periodicals and journals.

**4. Other library facilities in close geographical proximity for student access:**

In close proximity to Brown Mackie College Library, there are other library facilities: Michigan City Public Library, LaPorte County Public Library, Chesterton Public Library, and Valparaiso Public Library. All of these libraries are within a 5 to 20 mile radius.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

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**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

**Total # of Faculty in the Program: 10 Full-time: 3 Part-time: 7**

**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

[illegible]



**INDIANA COMMISSION ON  
PROPRIETARY EDUCATION**

**DEGREE APPLICATION**  
*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Brown Mackie College - Michigan City

Name of Program Health & Therapeutic Massage

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form Diane Didonna

Telephone Number (219) 877-3100 **Application Type**

Date the Form was Prepared April 17, 2008 ☒ **New** ☐ **Renewal**

**I. PROGRAM OBJECTIVES:** Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The associate degree program in Health & Therapeutic Massage will prepare the student for a career as a massage therapist in a number of allied massage settings. These include rehabilitation clinics, fitness centers, medical offices, hospital departments, salons, and integrative medical centers like chiropractic offices and sports fitness establishments. Students are instructed in and expected to perform a wide range of massage techniques ranging from relaxation skills and stress management to Swedish massage and hydrotherapy.

The program will provide the student training in:

- Body systems
- Anatomy
- Physiology
- Human Diseases
- Kinesiology
- Therapeutic Massage and Bodywork Assessment
- Therapeutic Massage and Bodywork Application
- Professional Standards, Ethics, Business and Legal Practices

Our program meets the eligibility criteria for the National Certification Board for Therapeutic Massage and Bodywork. (It is the student's responsibility to meet each state's specific license, certification, and registration requirements.)

**Proposed Program Outcomes**

Graduates of the program will be able to:

1. Assess the client's physical conditions as they relate to contraindications of health and wellness to prepare a suitable therapy plan.
2. Take appropriate precautions to alleviate risks to a patient's health and wellness before applying therapy.
3. Determine a total body application of massage therapy to decide the usefulness of

complementary or alternative therapies.

4. Use and maintain nationally recognized universal precautions when using massage tools and complementary aids appropriate for massage therapy.

5. Describe a proposed massage therapy plan to clients and maintain written records of the plan.

6. Apply massage techniques appropriate to the client's requirements and physical conditions.

7. Develop a business plan that incorporates proper business ethics and business management practices that are appropriate for massage therapists.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Health & Therapeutic Massage

TOTAL COURSE HOURS: 96 Check one: **Quarter Hours** ☒

Semester Hours 

Clock Hours

LENGTH OF PROGRAM: **24 months** TUITION: **\$19,968**

**SPECIALTY COURSES:**

[illegible]

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CF1100	Professional Development	4
MC1150	Introduction to Microcomputer Applications	4
MT1800*	College Algebra	4
ME1110	Medical Terminology	4
EN1101*	Compositon I	4
ME1351	Anatomy & Physiology I	4
EN1102*	Composition II	4
ME1352	Anatomy & Physiology II	4
CM1200*	Effective Public Speaking	4
PS1200*	Introduction to Psychology	4
EN2000*	Introduction to Lliterature	4
SO1200*	Introduction to Sociology	4

Number of Credit/Clock Hrs. in Specialty: 12 /          Percentage: 50%  
Number of Credit/Clock Hrs. in General Courses: 5 /          Percentage: 42%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: 7 /          Percentage: 58%

**III. LIBRARY:** Please provide information pertaining to the library located in your institution.

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

Brown Mackie College is located in Michigan City, IN. Library hours are Monday, Tuesday, and Thursday 8am to 9pm and Wednesday 8am to 12 pm. There is a full time librarian on staff.

**2. Number of volumes of professional material:**

In the Brown Mackie College - Michigan City there are 1966 volumes in addition to 315 videos/DVD's, 425 reference materials, and 128 vertical files.

**3. Number of professional periodicals subscribed to:**

The library currently subscribes to 42 periodicals and 5 newspapers along with Inspire for online periodicals and journals.

**4. Other library facilities in close geographical proximity for student access:**

In close proximity to Brown Mackie College Library, there are other library facilities: Michigan City Public Library, LaPorte County Public Library, Chesterton Public Library, and Valparaiso Public Library. All of these libraries are within a 5 to 20 mile radius.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

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**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

**Total # of Faculty in the Program:** 9 **Full-time:** 3 **Part-time:** 6

**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

[illegible]

INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

**DEGREE APPLICATION**

*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Brown Mackie College - South Bend

Name of Program Healthcare Management

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS

Name of Person Preparing this Form William C. Hansen, Dean of Academic Affairs

Telephone Number (574) 237- 0774 **Application Type**

Date the Form was Prepared May 13, 2008 ☒ **New** ☐ **Renewal**

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

The Bachelor of Science in Healthcare Management degree program is designed to accommodate the needs and interests of students from a variety of backgrounds. Courses provide a solid foundation for varied healthcare careers. The program also incorporates an externship that offers students real-world experience within healthcare facilities that may include hospitals, nursing homes, ambulatory care facilities, physician practices, and pharmaceutical and medical equipment companies.

Graduates of the program will be able to:

- Apply learning to the functional role of the manager in a healthcare setting
- Analyze trends in healthcare and internal systems to assure they are adequately matched and working together
- Evaluate the effectiveness of healthcare administrative systems and procedures for strategic revision and modification

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: BS of Healthcare Management

TOTAL COURSE HOURS: 180 Check one: **Quarter Hours** ☒

Semester Hours 

Clock Hours

LENGTH OF PROGRAM: **45 months** TUITION: **\$37,440.00**

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CM2500	Medical Ethics	4
HC1000	Introduction to Healthcare Services	4
HC1361	Human Diseases	4
HC1400	Managing Healthcare Information	4
HCA2800	Issues in Public Health	4
HCA2180	Healthcare Delivery Systems	4
HCA3180	Health Services Organization and Delivery	4
HCA3250	Ethics and Law for Administrators	4
HCA3300	Economics of Healthcare	4
HCA3500	Healthcare Marketing and Strategy	4
HCA3600	Healthcare Finance	4
HCA3700	Health Information Management Systems	4
HCA4100	Leadership in Healthcare Organizations	4
HCA4150	Strategic Management in Healthcare Organizations	4
HCA4450	Risk Management in Healthcare Settings	4
HCA4850	Case Studies in Health Administration	4
HCA4900	Healthcare Management Externship	4
ME1110	Medical Terminology	4
ME1215	Professionalism & Communication in a Healthcare Setting	4



<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
ME1500	Medical Administrative Practices	4
ME1560	Computerized Diagnostic Coding	4
MT1650	Medical Math and Calculations	4
PH1301	Pharmacy I	4

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BI1361	Anatomy and Physiology*	4
BI2100	Elements of Microbiology*	4
CF1100	Professional Development	4
CM1200	Effective Public Speaking*	4
EN1101	Composition I*	4
EN1102	Composition II*	4
EN1200	Business Communications	4
EN2000	Introduction to Literature*	4
EN3000	World Literature*	4
GV1150	American Constitutional Law	4
HM3000	History of Art Through the Middle Ages*	4
HM3100	History of Art Through the Modern Ages*	4
MC1150	Introduction to Microcomputer Applications	4
MC1211	Spreadsheets I	4
MC1311	Word Processing I	4
MC1400	Database Applications	4
MC1700	Professional Presentation Techniques	4

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
MT1800	College Algebra*	4
MT3000	Statistics*	4
PH2000	Introduction to Philosophy*	4
PS1200	Principles of Psychology*	4
SO1200	Principles of Sociology*	4

Number of Credit/Clock Hrs. in Specialty: 92 / \_\_\_\_\_ Percentage: 51%  
Number of Credit/Clock Hrs. in General Courses: 56 / \_\_\_\_\_ Percentage: 31%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: 32 / \_\_\_\_\_ Percentage: 18%

**III. LIBRARY: Please provide information pertaining to the library located in your institution.**

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

The library is centrally located on the first floor. Two full time librarians work a split shift to accommodate day and evening student needs. The library hours are:  
Monday, Tuesday and Thursday: 8:00 a.m. to 9:50 p.m.  
Wednesday: 8:00 a.m. to 8:00 p.m.  
Friday: 8:00 a.m. to 5:00 p.m.  
Saturday: 9:00 a.m. to 1:00 p.m.

**2. Number of volumes of professional material:**

Brown Mackie College - South Bend's library houses 3,402 volumes and 383 videos for check-out by students.

**3. Number of professional periodicals subscribed to:**

The library currently subscribes to 42 periodicals and 5 newspapers along with Inspire for online periodicals and journals.

**4. Other library facilities in close geographical proximity for student access:**

Brown Mackie College - South Bend students have access to the following local libraries:

St. Joseph County Library, Notre Dame Library, Indiana University at South Bend and interlibrary loan through the Indiana Cooperative Library Services Authority (INCOLSA) which gives students access to libraries across the State of Indiana.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

Doc.: degreappform.doc

**Brown Mackie College – South Bend**

**IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.**

**Total # of Faculty in the Program:** 15 **Full-time:** 9 **Part-time:** 6

**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Ibrahim Chaaban	MS	5	2.5	0	X	
Margaret Coffey	MA	26	1	4	X	
Arthea Estridge	MS	10	10	0	X	
Dawn Frasier	MDV	20	7.5	0		X
Sheryl Gerald	BA	20	2	0	X	
Andrew Gilbert	MBA	3	8 mos.	0		X
Diana Goins-Thompson	AS	30	1.5	0	X	
Ruth Hoffer	MS	22	2	0	X	
Michaela Meagher	MS	13	5.5	10	X	
Ann Relat	MEd	25	1.5	0		X
Linda Sayre	MS	36	21	10	X	
Stephanie Scharf	MSW	25	2	0		X
Sheila Smith	Ed.D	25	6	13		X
Mike Sommer	MA	21	3 mos.			X
Lisa Tolliver	BS	7	1.5		X	

INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

**DEGREE APPLICATION**

*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Brown Mackie College - South Bend

Name of Program Health and Therapeutic Massage

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AS

Name of Person Preparing this Form William Hansen, Academic Dean

Telephone Number 574-237-0774 **Application Type**

Date the Form was Prepared May 12, 2008 ☒ **New** ☐ **Renewal**

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

The Health and Therapeutic Massage program will prepare the student for a career as a massage therapist. Students are instructed in and expected to perform a wide range of massage techniques ranging from relaxation skills and stress management to Swedish massage and hydrotherapy. The objective of the program is to train the student to appropriately determine a total body application of massage therapy and apply appropriately to the client's requirements and physical conditions. This program meets the eligibility criteria for the National Certification Board for Therapeutic Massage and Bodywork. The basic sequencing of the health and therapeutic massage courses, which combine classroom lecture, laboratory, and clinical experiences, is supplemented with general education to enhance the student's versatility and effectiveness in the therapeutic massage profession.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: AAS in Health and Therapeutic Massage

TOTAL COURSE HOURS: 96 Check one: **Quarter Hours** ☒

Semester Hours Clock Hours     

LENGTH OF PROGRAM: **24 Months** TUITION: **\$19,968.00**

**SPECIALTY COURSES:**

[illegible]

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
CF 1100	Professional Development	4
CM 1200	*Effective Public Speaking	4
EN 1101	*Composition I	4
EN 1102	*Composition II	4
EN 2000	*Introduction to Literature	4
MC 1150	Introduction to Microcomputer Applications	4
ME 1110	Medical Terminology	4
ME 1351	Anatomy & Physiology I	4
ME 1352	Anatomy & Physiology II	4
MT 1800	*College Algebra	4
PS 1200	*Introduction to Psychology	4
SO 1200	*Introduction to Sociology	4

Number of Credit/Clock Hrs. in Specialty:	<u>48</u>	/	<u>        </u>	Percentage:	<u>50%</u>
Number of Credit/Clock Hrs. in General Courses:	<u>28</u>	/	<u>        </u>	Percentage:	<u>29%</u>

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts:	<u>20</u>	/	<u>        </u>	Percentage:	<u>21%</u>
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**III. LIBRARY:** Please provide information pertaining to the library located in your institution.

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

The library is centrally located on the first floor. Two full-time librarians works a split shift to accommodate day and evening student needs. The library hours are:

Monday, Tuesday and Thursday: 8:00 a.m. to 9:50 p.m.

Wednesday: 8:00 a.m. to 8:00 p.m.

Friday: 8:00 a.m. to 5:00 p.m.

Saturday: 9:00 a.m. to 1:00 p.m.

**2. Number of volumes of professional material:**

Brown Mackie College - South Bend's library houses 3,402 volumes and 383 videos for check- out by students.

**3. Number of professional periodicals subscribed to:**

The library offers 58 different periodicals and 3 newspapers. Brown Mackie College-South Bend also offers Inspire for online periodicals and journals.

**4. Other library facilities in close geographical proximity for student access:**

Brown Mackie College-South Bend students have access to the following local libraries: St. Joseph County Library; Notre Dame Library; Indiana University at South Bend and interlibrary loan through the Indiana Cooperative Library Services Authority (INCOLSA) which gives students access to libraries across the state of Indiana.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

Doc.: degreappform.doc



**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

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